



United States
Department of
Agriculture

Forest
Service

Pacific
Northwest
Region

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File Code: 7130/5120
Route To:

Date: February 28, 2014

Subject: Administrative Determined (AD) Hire and Hosting Agency Driver Operator Responsibilities

To: PNW Incident Commanders, Forest Supervisors, Forest Fire Management Officers

Many Pacific Northwest Region (R6) Administrative Determined (AD) Hire employees are required to operate Forest Service (FS) owned and leased vehicles and equipment to perform their duties and the agency mission. Only qualified and authorized AD employees may operate FS owned and leased vehicles and equipment (FSH 7109.19.61).

Effective immediately the enclosed AD Driver Operator and Hosting Agency Responsibilities must be followed when authorizing AD employees to operate FS owned and leased vehicles and equipment.

If you have any questions or need additional information, please contact Shonni Nelson, Regional Fleet Manager at shonninelson@fs.fed.us, 503-808-2892 or Brenda Johnson, Acting FS R6/R10 and BLM OR/WA Incident Business Specialist at b5johnso@blm.gov, 503-808-6319.

/s/ Jose L. Linares

JOSE L. LINARES
Director, Engineering

/s/ CiCi Chitwood (for)

DAVID SUMMER
Director, Fire, Fuels, and Aviation Management

Enclosures (5)

cc: pdl r6 R10 fleet managers
Shonni L Nelson
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Brenda L Johnson

